



**FACULTY OF HEALTH SCIENCES
DECLARATION REGARDING CLINICAL PLACEMENT
(Academic Year 2023/2024)**

I, the undersigned, hereby declare that:

1. I am a _____ student in the _____ year of the course - _____ - offered by the Faculty of Health Sciences at the University of Malta ("UM"); &
2. As part of my course requirements, I am required to undergo a practice placement ("Placement") as part of the study-unit _____; &
3. I am acknowledging and accepting that by undergoing the Placement I may be exposed to certain risks which may include risk of contracting infections as well as risk of situations arising from patients demonstrating aggressive or challenging behaviour; &
4. I am prepared and willing to take the risks mentioned in point 3 above and will not hold the UM nor any of its officers and employees responsible should any of such risks materialise; &
5. The duties associated with the Placement that I am about to undertake have been explained to me and I am aware of such duties and my own responsibilities throughout the period of Placement
6. I have read, understood and hereby I agree to abide by the Rules of Behaviour attached to this Declaration before, during and after the Placement as stipulated in the said Rules; &
7. I have read and understood the Privacy and Confidentiality Criteria attached to this Declaration and commit to upholding such criteria during the Placement; &
8. I am aware and accept that the said Rules of Behaviour and the Privacy and Confidentiality Criteria are in addition to the UM's Statutes, Regulations and Bye-Laws and any other rules of behaviour and/or privacy and confidentiality criteria which the UM or the entity offering the Placement ("Entity") may impose.

Name in Block Letters

I.D. Card Number

Signature

Date

Rules of Behaviour

1. Rules of Behaviour Before Commencement of Placement

- 1.1. Immediately before the commencement of the Placement, the student undergoing the Placement (the 'Student') shall ensure that:
- a. He/she is afebrile; and
 - b. He/she is not suffering from any symptoms of respiratory infections.
- 1.2. If the Student is running a fever, the Student shall immediately inform [REDACTED]. Provided that a failure by the Student to so inform shall be tantamount to a breach of these Rules.

2. Rules of Behaviour During the Placement

- 2.1. Throughout the period of the Placement, the Student shall:
- a. Comply with the infection prevention and control policies related to hand hygiene, disinfection of equipment and social distancing of the Entity; and
 - b. Immediately report to the professional in charge if he/she suddenly starts feeling unwell; and
 - c. Refer to a professional/s of the Entity should he/she need to discuss any specific requirements relating to the Placement; and
 - d. Always be in the company of at least one other member of staff of the Entity; and
 - e. Abide by the UM's and the Entity's regulations, codes, rules, policies, practices and terms and conditions at all times, as may be applicable in the circumstances; and
 - f. Abide and keep abreast of any directions provided by the Superintendent of Public Health regarding infectious diseases; and
 - g. Keep confidential any information of or relating to the UM and the Entity (including their clients, employees, practices and procedures) and refrain from using such information for any purpose other than for the proper carrying out of the Placement;
- 2.2. Should the Student fail to meet any of the requirements listed in Sub-Article 2.1, he/she shall immediately inform [REDACTED]. Provided that a failure by the Student to so inform shall be tantamount to a breach of these Rules.

3. Rules of Behaviour After the Placement

- 3.1. Upon the expiration or termination of the Placement, the Student shall continue to adhere to the requirements listed in Sub-Article 2.1 (h) above indefinitely.
- 3.2. Should the Student fail to meet any of the requirements stipulated in Sub-Article 3.1, the Student shall immediately inform [REDACTED]. Provided that a failure by the Student to so inform shall be tantamount to a breach of these Rules.

4. Consequences Arising from a Breach of the Rules of Behaviour

- 4.1. In the event of a breach of these Rules by the Student, regardless of whether such breach arises out of an intentional or negligent act or omission on the Student's part, the UM may take one or more of the following actions:
 - a. If the breach constitutes a breach of any relevant UM Statutes, Regulations and/or Bye-Laws, the UM may proceed in accordance with such Statutes, Regulations and/or Bye-Laws and apply the penalties contemplated by the same; and/or
 - b. Termination of the Placement; and/or
 - c. Any other action it deems appropriate and proportionate in the circumstances.
- 4.2. In addition to Sub-Article 4.1, the Student shall defend the UM from and be responsible for settling any and all third party claims arising out of or in any way connected with a breach by the Student of his/her obligations under these Rules regardless of whether such breach arises out of an intentional or negligent act or omission on the Student's part.

5. **Applicability**

- 5.1 These Rules shall apply as from 48 hours prior to the start of the Placement and shall continue to apply until the successful completion or early termination of the Placement for whatever reason. Provided that, in addition to Article 3 above, Article 4 shall also survive the completion or early termination of the Placement.

Privacy and Confidentiality Criteria for Students Carrying Out a Placement

Students carrying out clinical practice and/or placements:

- Shall respect patient privacy and confidentiality at all times;
- Shall respect the privacy and confidentiality of patient data at all times;
- Shall handle patient data only where this is required for the purpose of carrying out tasks and duties assigned during the clinical practice and/or placement;
- Shall not include any information that identifies or may identify patients in any academic work, whether in personal learning notes or in assignments, reports and case and log books submitted for assessment;
- Shall not, under any circumstances, remove patient medical records and/or patient files from Mater Dei Hospital and/or from any other hospital/clinic/organization they may be assigned to during such placement;
- Shall not make any copies, or take any photos, of patient medical records and/or patient files;
- Shall not, under any circumstances, take any photos of patients with any personal photo-taking device;
- Shall report lost patient medical records and/or patient files to Faculty staff members immediately upon becoming aware of such loss;
- Shall abide by the rules and regulations issued by the Council for Professions Complementary to Medicine / Council for Nurses and Midwives, Malta, as well as by all University of Malta, Government and hospital policies and regulations relating to confidentiality and data protection.